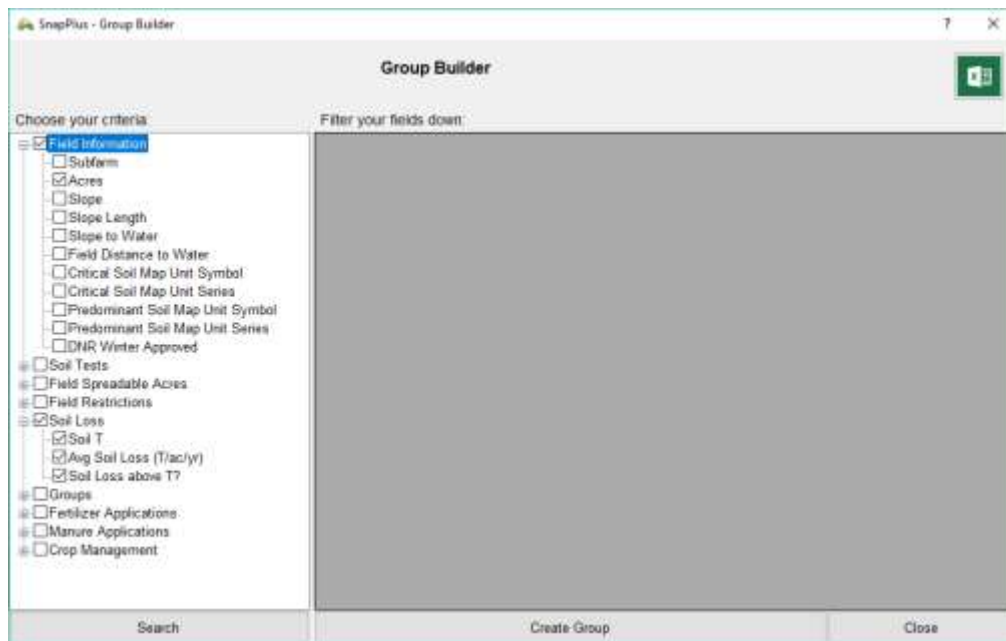


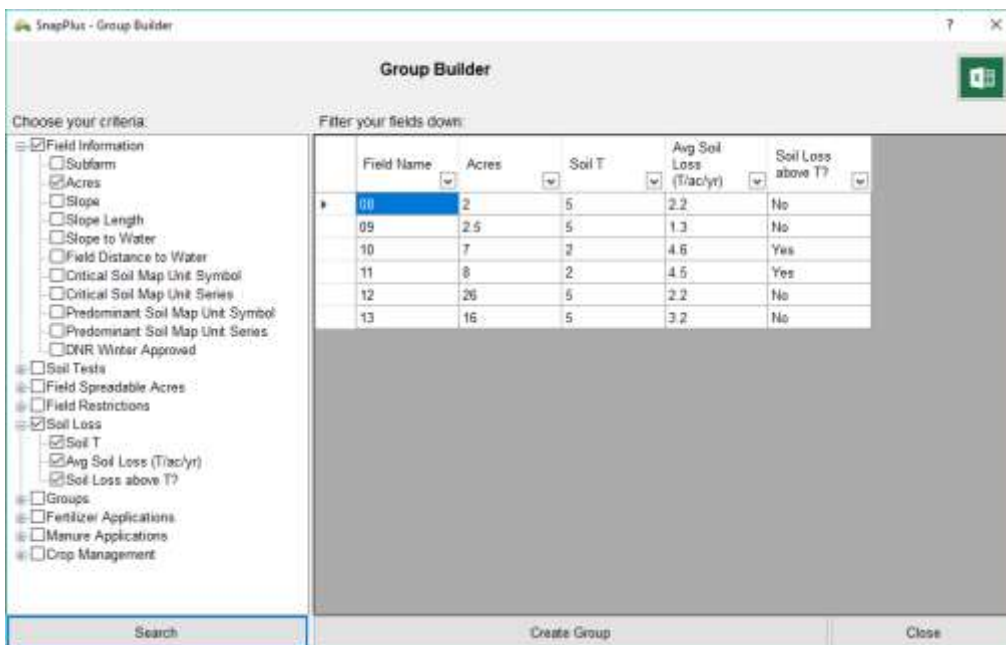
The Easy Group Builder as a Reporting Tool

The Easy Group Builder is good for doing what its name suggests – building groups (hopefully) easily. But it's also good for digging into your own data. Be sure to check out our video as well!

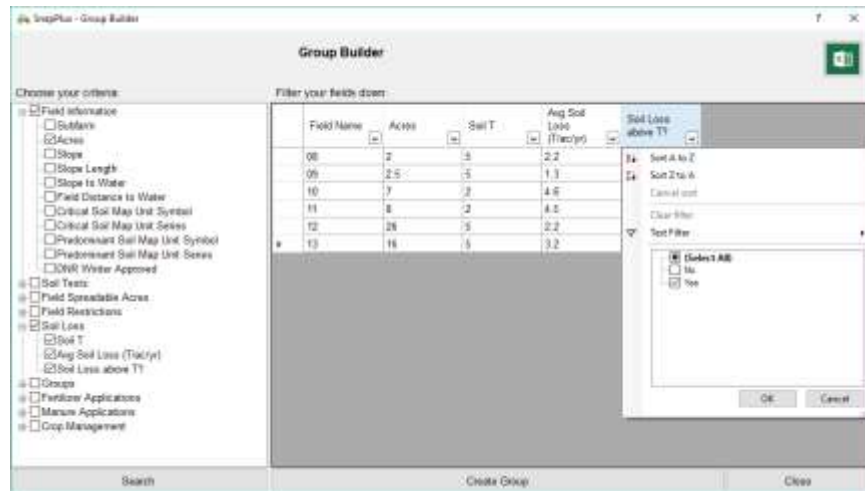
1. Open the Easy Group Builder. You can either do this from the Tools Menu or from the Groups tab.
2. Choose your criteria. As just a small example, I'll be choosing Field Acres and everything under Soil Loss.



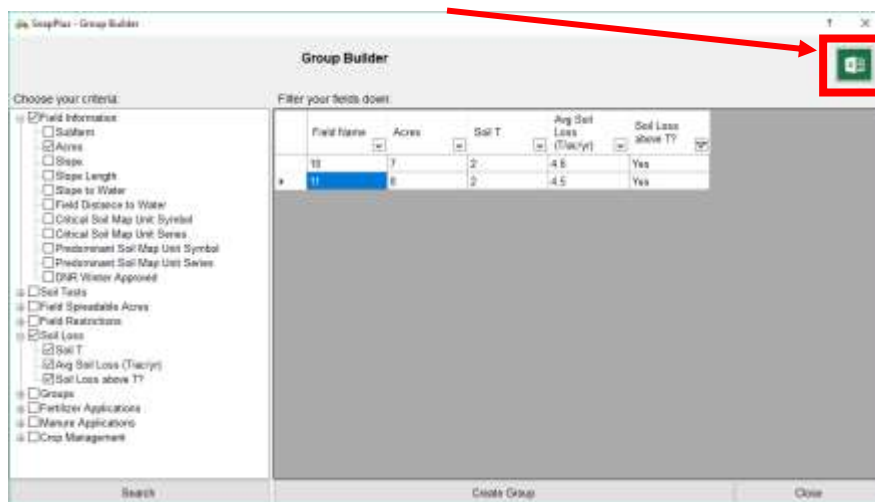
3. Click "Search". Notice that you don't have to choose Field Name. It is automatically pulled in.



4. Do any filtering that you need to do in order to get the data you want in your report. Let's say I only want the fields with Soil Loss above T.



5. Send the grid to Excel.



6. Make sure to make a note of where you save the report.
7. Then you can open the report in Excel and continue to play with the data.

